

FW: Purchase Requisition 40288 has been rejected

Subject: FW: Purchase Requisition 40288 has been rejected
From: "Bautista, Jessica" <JBautista@portla.org>
Date: 08/04/2017 10:30 AM
To: Lorena Parker <Lparker@sanpedrobid.com>
CC: "Adams-Lopez, Theresa" <TAdams-Lopez@portla.org>, "Bezmalinovich, Augie" <ABezmalinovich@portla.org>

Hi Lorena,

Thank you for the previous email with the log of trolley hours. That should be helpful in approving the first invoice. We are now experiencing an issue with the second invoice. Risk Management has rejected it due to insurance not covering the entire dates of sponsorship. Please have your insurance agent extend the insurance through 11/8/17 (to match the attached invoice).

Thank you,

Jessica

Jessica Bautista
Management Analyst II
Community Relations
Port of Los Angeles | 425 S. Palos Verdes Street | San Pedro, CA 90731
(310) 732-3680 | jbautista@portla.org

From: POLA Enterprise Resource Planning System
Sent: Wednesday, July 19, 2017 11:26 AM
To: Bautista, Jessica
Subject: FYI: Purchase Requisition 40288 has been rejected

From	Merkovsky, Kathryn	Description	SAN PEDRO PROPERTY OWNERS' ALLIANCE (PBID) AGE6899; Invoice
To	Bautista Torres, Jessica		2017-04; 7/1/17-11/8/17 Sponsorship of expanded trolley services
Sent	19-Jul-2017 11:24:20	Requisition Total	72,464.00 USD
ID	659085	Non-Recoverable Tax	0.00 USD
		Attachments	San Pedro Property Owners' Alliance PBID Invoice 2017-04.pdf

Requisition Lines

Line	Description	Supplier	Cost Center	Unit Quantity	Price (USD)	Amount (USD)
1	SAN PEDRO PROPERTY OWNERS' ALLIANCE (PBID) AGE6899; Invoice 2017-04; 7/1/17-11/8/17 Sponsorship of expanded trolley services	SAN PEDRO PROPERTY OWNERS'	0220			72,464.00

Approval Sequence



Num	Name	Action	Action Date	Note
1	Bautista Torres, Jessica M	Submitted	10-Jul-2017 15:26:22	
2	Bautista Torres, Jessica M	Reserved	10-Jul-2017 15:26:22	
3	Adams Lopez, Theresa Marie (POLA_REQ DIVISION HEAD APPROVER)	Approved	10-Jul-2017 16:41:38	
4	AcctgFundCk, Service (POLAPO_ACCOUNTING_APPROVER)	Approved	11-Jul-2017 07:53:37	
5	Merkovsky, Kathryn A (POLAPO_RISK_MANAGER)	Delegated	11-Jul-2017 07:53:38	
6	Bersales, Jennifer Montalbo	Rejected	19-Jul-2017 11:24:19	Vendor only has insurance thru 10/3/17. Pls have the invoice revised so that only services thru 10/3/17 are included. Or, pls have the vendor submit insurance coverage covering dates thru 11/8/17 (to match the attached invoice). Thank you.

Related Applications

- [Resubmit Requisition](#)
- [View Requisition Details](#)
- [Open Document](#)

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-----Attachments:-----

San Pedro Property Owners' Alliance PBID Invoice 2017-04.pdf

286 KB